


Instructions

Scrolling through a two-column document on-screen from the bottom of one column to the top of the next, and so on, can get very tedious. Fortunately, "column threading" is automatic with this software. Here are the basic tools and techniques that you need to know to efficiently navigate through the columns in this document ...



1. Click on the hand tool in the button bar. 

2. Whenever the hand cursor is positioned over a column, the cursor changes to the "read article cursor",  and "Read Article" appears in the status bar to indicate that this text is part of an "article". *An article is a collection of columns selected by the editor that comprise one subject, like one of the articles on the front page of a newspaper. Each first-level section (1.1, 1.2, 1.3...) of the NTIA Manual has been defined as a separate article.* Click any part of the article to start reading at that point, or control-click to start at the beginning of the article. The cursor now changes to the follow-article cursor, and "Follow Article" appears in the status bar.



3. To page down, simply click the mouse, or use the scrollbar, or press the PageDown key. *You can keep track of where you are on the page if you're using the thumbnails-and-page view. In this view a selection rectangle moves over a thumbnail of the page as you scroll through the columns in the page view window.*



4. You can continue to click until you reach the end of the article. At the end of the article, the cursor changes to the end-article cursor, and "End Article" appears in the status bar. Click again to return to the page view displayed before you started reading the article. Click the fit page button.


5. If you want to exit before the end of the article...

- select any navigation method (but not Enter or Return)
- Go to another article or page
- Hold down Shift + Ctrl and click.



6. You can also select which article (NTIA Manual Section) to view by choosing “Articles...” from the View menu, and then selecting the article you want from the dialog box that appears. *You can keep* this dialog box displayed so you can go from one article to another, or better yet, use the bookmarks method described in #7 below.



7. The **best way** to select which article (NTIA Manual Section) to view is to switch to the “Bookmarks-and-Page” view, click  on the section name bookmark, **click with the hand cursor on the page**, then navigate with the hand tool as described in #1-5 above. Links to all of the sections are provided — as well as links to tables, figures, endnotes, and even these instructions.

8. To select text within a column, click the text selection tool, hold down the Control key, and drag to select the text you want to copy. 

ANNEX C

NTIA Security Classification Guide for Frequency Assignment Records

1.1 INTRODUCTION

 The  National Telecommunications and Information Administration (NTIA) under Department of Commerce Organization Order 10-10 of May 9, 1978, Reorganization Plan No. 1 of 1977 and Executive Order 12046 of March 26, 1978 is responsible for the functions relating to assigning frequencies to radio stations belonging to and operated by the United States, or to classes thereof, that are conferred upon the President by the provisions of Section 305(a) of the Communications Act of 1934. In exercising these functions, NTIA maintains the Government Master File (GMF) which includes records of all frequency assignments it has granted to radio stations belonging to or operated by the United States within the territory of the United States and its Possessions or in space. The data contained in each frequency assignment record are provided by the Federal agency using the assigned frequency.

2. Although most of the frequency assignment records in the GMF are unclassified *per se*, lists of unclassified frequency assignment records in a given range of frequencies or in a given area can be classified under the provisions of Sections 1.3(a)(2), 1.3(a)(6) and 1.3(b) of Executive Order 12356 of April 2, 1982 because they can provide information leading to the disclosure of military or national security related operations, and scientific and technological matters relating to the national security.¹ Such lists can indicate the overall strategic telecommunications capabilities of the United States and their disclosure could cause damage to the national security. The continued protection of

this information is essential to the national security because it pertains to communications security and it reveals vulnerability and capability data, the unauthorized disclosure of which can reasonably be expected to result in nullifying the effectiveness of the telecommunications networks and capabilities of the United States.

2.1 SCOPE

This Security Classification Guide provides guidance for the classification of a list of UNCLASSIFIED frequency assignment records from the GMF. It has been prepared under the provisions of Sections 2001.3(a) and 2001.21 of Directive No. 1 of the Information Security Oversight Office, *National Security Information*, 32 CFR 2001, June 23, 1982. Nothing in this Guide shall preclude any U.S. Government agency from providing its UNCLASSIFIED frequency assignment records to any other entity for coordination of a radio frequency assignment or for the resolution of interference.

3.1 DEFINITIONS

1. For the purposes of this Classification Guide a list of frequency assignments includes:

- a. A compilation of 2 or more complete or partial GMF frequency assignment records;
- b. Statistical summaries based on data from 2 or more GMF frequency assignment records; and
- c. Maps or drawings showing data from two or more GMF frequency assignment records.

These lists can be on all types of media no matter how produced.

2. An assigned frequency is the frequency on which a station is authorized to operate by a frequency assignment granted by NTIA.

3. A band assignment is the band of frequencies on which a station is authorized to operate by a frequency assignment granted by NTIA.

4.1 CLASSIFICATION

1. The composite of all UNCLASSIFIED GMF frequency assignment records is classified at the CONFIDENTIAL level.

2. All lists of UNCLASSIFIED frequency assignments to radio stations of the United States that have been extracted from the GMF shall be classified at the CONFIDENTIAL level if the list links assigned frequency(ies) or band assignment(s) with specific location(s). Under certain circumstances frequency and location data can be determined from either the selection criteria or one or more of the following data fields as defined in Chapter 9 of the *NTIA Manual of Regulations and Procedures For Federal Radio Frequency Management*:

ACL	NTS	RRC	XAZ
AGC	RAL	RSC	XCL
BUR	RAZ	SER	XLA
EMS	REM	STC	XLG
FRQ	RLA	SUP	XRC
NET	RLG	XAL	XSC

5.1 DECLASSIFICATION

Lists of UNCLASSIFIED frequency assignments classified in accordance with Section 4 may be declassified upon determination of NTIA.

6.1 MARKING

The documents classified under this Guide shall be marked in accordance with agency regulations implementing Executive Order 12356 and Directive No. 1 of the Information Security Oversight Office (in the Department of

Commerce these are given in DAO 207-2 *Handbook of Security Regulations and Procedures*). Classification Guide NTIA-1-82 shall be cited as the classification source, and the declassification instruction shall be "Originating Agency's Determination Required", or "OADR".

7.1 EXEMPTIONS

1. The Associate Administrator of the Office of Spectrum Management, NTIA, may determine that information contained in certain types of lists of UNCLASSIFIED frequency assignments that would be classified under Section 4 of this Guide do not warrant classification because the data involved are not sensitive, and, therefore, these lists are UNCLASSIFIED. Exemptions have been granted for the following:

a. Lists of UNCLASSIFIED frequency assignments to radio stations of the U.S. Government whose transmissions are intended for the public (examples are, travelers information stations, weather broadcast stations, certain stations in the maritime radionavigation and maritime mobile services, and stations in the international broadcast service).

b. Lists of UNCLASSIFIED frequency assignments to radio stations of one agency when the lists have been requested by that Agency.

c. Lists of UNCLASSIFIED frequency assignments to Government stations that are operating on frequencies authorized to non-Federal Government stations where such utilization is necessary for intercommunication with non-Federal Government stations or required for coordination with non-Federal Government activities.

d. Lists of UNCLASSIFIED frequency assignments to non-Federal-Government stations.

e. Lists of UNCLASSIFIED frequency assignments for aeronautical stations which come under the purview of the Aeronautical Assignment Group or are used in the National

Airspace System.

f. Lists of pertinent UNCLASSIFIED frequency assignment records used in the process of selecting or coordinating a frequency or band of frequencies or a specific location or locations for any station that may affect or be affected by a U.S. Government station.

Approved:

Bernard J. Wunder
Assistant Secretary For
Communications and Information

Date
November 8, 1982

Endnotes for Annex C

1. The Assistant Deputy Under Secretary of Defense (Telecommunications) concurs in this decision in letters to NTIA dated 7 April 1982 and 7 May 1982.

(Last page in Annex C)